

**Minutes of the Pre-bid meeting held on 19.02.2021 for the selection of Statutory Auditors for State Health Agency for the financial year 2020-21.**

In the chair – Mr.Harikumar S, Joint Director, Finance and Administration, State Health Agency Kerala.

Date: 19.02.2021 11 AM.

Participants:

1. Mr.Vipin C Mathew, Manager – Finance, State Health Agency.
2. Mr. CA Rajeev R, Varma & Varma Chartered accountants.
3. Mr.CA Harikrishanan V, R Rajan Associates, Chartered accountants.
4. Mr. CA Roshan Venugopal, ARSB Associates.
5. Mrs V Sunitha Rebecca Raj, K Abraham Mathew & Co
6. Rema Devassy, Devassy & Devassy

Meeting Started at 11.05 AM.

Agenda: To discuss on queries raised by Chartered accountant firms for submitting proposal for Statutory auditing for the financial year 2020-21.

Mr.Harikumar, Joint Director – Finance & Administration, Kerala invited all the participates to the meeting and explained the agenda. Chair invited Mr. Vipin C Mathew, Manager – Finance, SHA for proceeding further. Mr.Vipin C Mathew informed that all relevant information regarding the tender is already available in the official website and gave a brief description about the functioning method and operations of SHA. In addition, those who required further clarifications were requested to raise queries from the representatives of Chartered accounting firms.

Questions raised by participants and their answers are provided below,

1. How much is the total volume of transaction during the period?  
Ans: Estimated volume Rs.700 Crore.
2. Is there is any district offices and audit required during the district level?  
Ans. No. The SHA is functioning in a centralized system and all documents, bill and vouchers are kept in the state office at Thycaud, Thiruvananthapuram.
3. Is SHA paying to beneficiaries for treatment and if yes, the details of bills and vouchers are available at what level?  
Ans: SHA is not paying money directly to beneficiaries.The patients are getting treatment from the empaneled hospitals and SHA is reimbursing the amount to hospitals after verification of documents.
4. Did SHA have any audit mechanism or the random checking of the claims submitted by Hospitals?  
Ans: Yes. SHA has a medical audit wing who conduct the investigation on claims randomly. Also National level medical audit is also verifying after the claim audit.
5. How many types of Hospitals are empaneled under SHA for KASP, KBF schemes?  
Ans: Both Private and Public and autonomous hospitals are registered under the schemes.
6. What are sources of Grant for State Health Agency?

Ans: Fund receives from State Government and Central Government (National Health Authority).

7. What is the fee for the previous year's audit?

Ans. This is the first year of State Health Agency and there is no previous audit.

8. As per ICAI norms, Chartered accountants are not permitted to participate bid or proposal call from the firms which is not mentioned the minimum fee for the work, please clarify?

Ans. Clarification in this matter was sought from the ICAI, Thiruvananthapuram institute, and as per their direction, minimum fee is not required to mention by SHA since 2020-21 is the first year of its activities and selection of statutory auditor is happening in the first time. For more details please contact Institute at Trivandrum.

Conclusion,

At the end of the meeting SHA assured that all the quires will be addressed and will be published in the website.

The meeting adjourned at 11.30 AM.

Mr.S Harikumar,  
Joint Director, Finance & Administration,  
State Health Agency, Kerala.